

LIS Alumni Board – meeting minutes

May 12, 2014

The LIS Alumni Board meeting was called to order at 6:30 p.m., in Bistro d'OC restaurant. In attendance were: Chris Corrigan (presiding); Katherine Stinson; Ana Elisa de Campos Salles; Rob Schneider; Elizabeth Mariani; Mark Brzozowski; Carter Rawson; Jean Lee; Bill Kules; and Kathy Kelly. Chris thanked Rob Schneider for booking the Bistro d'OC location for the meeting.

Review of Previous Minutes

Chris Corrigan moved to approve the minutes from the April 8, 2014 meeting. Ana Elisa de Campos Salles seconded; motion passed.

Webpage/Email Updates

Kathy Kelly noted that the approved March 2014 meeting minutes had been posted on the Alumni Board Documents page (<http://slis.cua.edu/alumni/Documents.cfm>); and that some April updates had been posted on an April Alumni News page (<http://cuaslis.org/wp/april-alumni-news/>) linked from the LIS web site's News and Events page (<http://cuaslis.org/wp/category/news/alumni/>).

Update from Dr. Kules

Accreditation planning is moving ahead. We are making decisions and moving forward. Next week Bill Kules will send out invitations to join the committees. The biggest issue is figuring out what data we need to collect for program planning; this will go on throughout the summer, and will be analyzed through end of next year. Bill distributed the 2016 timeline, which lists what we need to do between now and March or April 2016. We're a little behind the original schedule. For April we'll invite committee members, then editors will convene committee meetings. Over the summer we'll figure out what data is needed when. The whole accreditation process involves starting from first principles: missions, goals, objectives, then show how they're aligned with the university and the profession; how your curriculum and faculty supports that. Each step of the way ALA wants supporting data for the steps you're taking with the program. Last time, we learned a lot about what the field is doing. Between September 2014 and summer 2015, there's not a lot of detail, since most work will be done in committees. One question that came up is at what points it would be most valuable for the Alumni Board and Alumni Association be involved. During the site visit in March or April 2016, the Department will call out all the troops. There may be one or two stakeholder meetings before that. Chris Corrigan asked how the alumni can best help. Bill said at this point he's trying to keep us in the loop and keep us updated, but there will be more details later as they learn more about the process. Rob Schneider encouraged Bill to ask us if he needs any specific people for committees.

Chris asked about the status of Dean Poos. Bill noted that when ALA COA says "Dean", they mean Chair of the program. Bill is the Chair of the Department. Bill is the Chair of the ALA COA External Review Panel (ERP) for LIS. COA put out a call for training to be part of ALA site visits. Training is Saturday, June 28th at the ALA conference. Chris asked if anyone has gone back to the previous process to look into anything we were criticized for. Bill said that every year we have to report something to ALA. Every other year we provide a narrative biennial report on the six standards areas. We've been responding all along to the issues they raised. Over summer and fall we'll evaluate the new format of comps, which is a 48 hour intensive take home research paper; this will go into next biennial report.

Bill noted that a stepping down party for Dean Poos was held at the university today, and he will return

as a faculty member next year. The university has appointed Dr. Claudia Bornholdt, currently chair of Modern Languages Department, as interim dean for two years. Bill will meet with her next week.

Chris asked if Bill got any numbers on donations to the Stone Scholarship Fund. There were 8 donations for a total of \$540. We want to think about how to increase contributions. It might be worth thinking about what the alumni association is doing right now in terms of annual events and mentoring. Two other things we could consider are: how to actively fund-raise for the program, particularly scholarships. The university Advancement office and university Alumni Association are involved, so we'd need to coordinate with them, and we could only do certain types of fundraising on our end. Alumni could also help with outreach, since our enrollment numbers are taking a hit. There may be some impact of the reorganization; we lost Kavita Freeman as recruiting coordinator. We're hoping to refill that position. Bill encouraged the Board to think creatively on ways to do outreach, and reach the people who need to hear about our programs. The HIT program has a lot of long-term potential; Bill proposed to the Provost that we lower tuition. Chris asked if there has been any consideration of our becoming an iSchool. Bill noted generally only the bigger schools are iSchools; you need a lot of money in research money coming in. But there's a need for information professionals to be trained in non-library fields: data science, information analytics, information architecture, etc., and in the long term that's where our program may go. ERPs are mixture of academics and professionals, so they look at how everything we're doing in total help advance our mission. Chris and Rob noted we could be doing fundraising at all our events. Bill said we have a Kortendick Scholarship now; and we're trying to figure out how to engage all our alumni more. How do we maintain and grow the sense of community that we feel here? It is evident in the Town Halls we have held. Rob asked whether we know who our alumni are. Bill said he could talk with Marion Gosney in Alumni Relations. Board members asked if we could get some guidelines for use of Library Science alumni contact information. Bill said if we lay out a plan of a timeline and activities, it will be straightforward to ask them for help. Mark Brzozowski noted he had helped Alumni Relations with updating information on Outstanding Graduates. Ana Elisa de Campos Salles noted we used a Google form for the Holiday Party. Elizabeth Mariani asked if LIS has contact info for graduates. Bill said it's not been defined clearly. Chris noted there are two email lists: the student list and the Alumni list. One is a Google account for every student, and you don't have to change it after you graduate. It used to be they shut it off after graduation. Chris wondered if the fact that it can now be continued gets confused with the lisalum listserv. Chris was thinking about printing out business cards noting how to subscribe to the lisalum listserv. Ana Elisa recommended putting the info out on the student listerv before graduation. Bill asked if we could start to put together over the summer a one or two year plan for looking at how the alumni association can increase engagement, activities, recruiting, so in the fall, Bill can take it to Alumni Relations and ask their help implementing the goals/timeline/activities. Bill suggested sending out a few emails to sign up for the lisalum listserv. Carter Rawson noted the Law School used to have a Silent Auction, and this might be a good activity, since people donate things.

Chris suggested we have a retreat sometime to talk about these issues and to discuss what we as a Board should do. Bill said he could tell the Faculty the Alumni Board is thinking of doing this, and to ask their input. He also said a calendar would be helpful, since it would lay out the possibilities for suggesting what the mission should be. A focused meeting will be helpful; we may want to get input from previous presidents and current alumni before the retreat. Mark asked about our brainstorming for Bill which took place at a past meeting; Bill said a student consolidated ideas, and LIS is moving forward with a marketing plan for a new brochure. Bill suggested retreat be during the summer. Chris suggested we have a June retreat on a weeknight instead of our meeting on June 10 at 5:30 in the Information Commons.

Old Business

Commencement: May 17

Bill Kules noted graduation is different this year since we are no longer an independent school. We will gather and listen to speaker near Basilica. Then we go to the Arts & Sciences commencement around 11:30 in the Pryz Great Room. After that, around 12:30 we gather in the cafe section of the Law School Building for our reception for our graduates. It will be more informal than previous graduations; we don't have a procession. We'll chat with graduates, family, and alumni. The main points of program are a welcome, then introduction of the outstanding graduate. Then we have the alumni association speaker to welcome the graduates, and present the pin. After that Bill will do a closing, and LIS will give them a ceremonial keychain. Graduates could be presented with something like an invitation to their first alumni event. Orientation is Saturday, August 23rd. Rob Schneider offered to write the invitation. Mark Brzozowski suggested we update the plaque of Outstanding Students and display it. Bill said LIS staff can pick up CUA pins from Alumni Relations. Mark asked if someone will be taking photos; Bill said they will at the Arts & Sciences commencement. Bill said we are trying to collect more such pictures, but we need good technical quality in those used for promotional materials.

AGLISS

Last meeting we talked about our involvement with the Association of Graduate Library and Information Science Students (AGLISS). There was a call this month for AGLISS officers. Chris said he reached out to a previous AGLISS contact; she took ideas to the Faculty Advisor for AGLISS, but she is no longer involved. We don't know who will be President. If they set it up funding for the LIS picnic as a departmental transfer, there is minimal paperwork. Chris suggested we use the same amount of money from department as last year. Bill thought the picnic was very welcoming last year. Chris will ask Louise Gray to put order in for same amount of food. August 23rd is the date, about 11:30 or 12.

ALA Annual

Bill Kules got a booth for LIS at the Association for Library and Information Science Education (ALISE) meeting. Chris Corrigan and Ana Elisa de Campos Salles are going. Bill will try to recruit them to serve at the booth for available blocks of time. At the joint alumni reception we also have a table. Ana Elisa suggested we promote these before the meeting. Bill will send details to Chris and Ana Elisa.

Stone Lecture

Last year we talked about reserving rooms ahead of time. Chris Corrigan asked if we want to go ahead and reserve rooms now for the Stone Lecture and for mentoring events. He'll email Louise Gray to book multiple dates. Bill Kules said for big events we have to run those dates past the Dean's office. Chris will ask about the first three Fridays of April. Ana Elisa de Campos Salles will look into Bistro d'OC as a potential location for the Christmas party.

New Business

Carter Rawson noted he has fallen off the LIS Alumni Board distribution list. Elizabeth Mariani will look into it.

Next Meeting

The Board agreed that the next Board meeting (which will be a retreat) will be Tuesday, June 10, 2014, at 5:30 p.m., in the Information Commons.

The meeting was adjourned at 8:21 p.m.